

Application/Petition # _____

Plan Commission Decision Form

I. Findings of Fact

Name, address and phone number of applicant: _____

The applicant requests:

- Preliminary / final plat approval
- Conditional use / special exception
- Zoning map / text amendment
- Comprehensive plan map / text amendment
- Other: _____

Brief description of property and surrounding conditions: _____

Brief description of proposal: _____

II. Conclusions of Law

Comprehensive Plan Consistency

Zoning, subdivision and official mapping ordinances adopted or amended after January 1, 2010 must be "consistent" with an adopted comprehensive plan. Consistent means "furthers or does not contradict the objectives, goals, and policies" of the comprehensive plan. Local ordinances may require that proposed subdivision plats, planned unit developments, conditional uses, and other land use ordinances or approvals be reviewed for consistency with the comprehensive plan.

- The proposed development is consistent with the future land use recommendations contained in the comprehensive plan and shown on the future land use map.
- The proposed development is generally consistent with the vision, goals, objectives and policies contained in the comprehensive plan. (List supporting/conflicting statements below).

Describe reasons why proposal does or does not meet each standard: _____

Plat Approval Criteria

The plan commission may be authorized to approve preliminary or final plats. However, final plats that involve the dedication of streets, highways or other lands must be approved by the governing body. Plats that fall within the plat approval jurisdiction of a city, village or town must be referred to the plan commission for review and an advisory recommendation before the governing body takes final action. Approval of preliminary or final plats may only be conditioned on the factors described in Wis. Stat. § 236.13:

- The proposed plat complies with all local ordinance provisions *[describe local standards]*:
- The proposed plat is consistent with the comprehensive plan.
- The proposed plat provides required public improvements *[describe local standards]*:
- The proposed plat satisfies objections raised by state agencies.
- The proposed plat complies with provisions of Wis. Stat. Ch. 236.

Describe reasons why proposal does or does not meet each standard: _____

Conditional Use Permit Criteria

*The plan commission / zoning board / governing body is authorized to grant conditional use permits when the standards found in section _____ of the zoning ordinance are met.
[Modify the following list to reflect standards found in local ordinance]:*

- The proposed use conforms with the purposes of the zoning district in which it is located.
- The proposed use will not be detrimental to the use or enjoyment of other property in the immediate vicinity or to the community as a whole.
- The proposed use will be designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the surrounding area.
- The proposed use will be adequately served by essential public facilities and services, including highways, streets, water, sewage, drainage, schools and emergency services.
- Adequate measures have or will be taken to prevent or control noise, odors, fumes, dust, vibrations, light, and other unusual activities or disturbances.
- Adequate measures have or will be taken to provide sufficient off-street parking and loading spaces to serve the proposed use.

Describe reasons why proposal does or does not meet each standard: _____

Zoning Amendment Criteria

The plan commission is responsible for reviewing and providing a recommendation on proposed zoning amendments before final action is taken by the governing body. [Modify the following set of decision standards to reflect local priorities]:

- The amendment corrects an error made in the original ordinance.
- The amendment is consistent with the comprehensive plan.
- The amendment will not be detrimental to property in the immediate vicinity or to the community as a whole.
- The amendment will not have a significant adverse impact on the natural environment (i.e. air, water, noise, stormwater management, soils, wildlife, vegetation, etc.), or the impact could be mitigated by improvements on the site or in the immediate vicinity.
- The amendment will not have a significant adverse impact on the ability to provide adequate public facilities or services (i.e. highways, streets, water, sewage, drainage, schools, emergency services, etc.).
- The amendment allows a more viable transition to planned land uses on adjacent properties than the current zoning designation.
- The amendment will not result in illegal "spot zoning" (i.e. use is inconsistent with surrounding properties and serves only a private, rather than public interests).

Describe reasons why proposal does or does not meet each standard: _____

Comprehensive Plan Amendment Criteria

The plan commission is responsible for reviewing and may recommend changes to the comprehensive plan by adopting a resolution by a majority vote of the entire commission. [Modify the following set of decision standards to reflect local priorities]:

- The amendment corrects an error made in the original plan.
- The amendment is generally consistent with the vision, goals, objectives and policies contained in the comprehensive plan, or there is a change in community actions or characteristics that would justify the change.
- The amendment will not be detrimental to property in the immediate vicinity or to the community as a whole.
- The amendment will not have a significant adverse impact on the natural environment (i.e. air, water, noise, stormwater management, soils, wildlife, vegetation, etc.), or the impact could be mitigated by improvements on the site or in the general vicinity.

The amendment will not have a significant adverse impact on the ability to provide adequate public facilities or services (i.e. highways, streets, water, sewage, drainage, schools, emergency services, etc.).

There is a community or regional need identified in the comprehensive plan for the proposed land use or service.

Describe reasons why proposal does or does not meet each standard: _____

III. Recommendation or Decision

On the basis of the above findings of fact, conclusions of law and the record in this matter, the plan commission recommends / finds that the proposed development is:

Approved, subject to the following conditions.

Tabled for further consideration.

Denied for the following reasons.

Specify conditions of approval, additional information requested, or reasons for denial:

An amendment to the comprehensive plan is needed to approve this petition.

An amendment to the _____ ordinance is needed to approve this petition.

Describe recommended amendments:

Signed _____ Attest _____
Chairperson Secretary

Dated: _____

Filed: _____